

U.S. MISSION PAKISTAN – EMBASSY ISLAMABAD
VACANCY ANNOUNCEMENT NO. 14-117

OPEN TO:	All Interested Candidates	OPENING DATE: July 18, 2014
TITLE:	AID Project Management Specialist (EGA)	CLOSING DATE: July 31, 2014
GRADE:	FSN-11	AGENCY: USAID
POSITION NO:	80260-014	LOCATION: ISLAMABAD
SALARY:	Rs. 3,129,426 P.A. (Starting salary)	

***Final salary determination for the selected candidate will be based on the candidate's demonstrated (certified) salary history.**

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The United State Agency for International Development (USAID/Pakistan) is seeking an individual for the position of AID Project Management Specialist (Economic Growth and Agriculture) for the Office of Peshawar Programs (FATA/KP) in Islamabad. The position is classified at FSN-11 grade level. The starting salary for this position is Rs. 3,129,426 per annum and the maximum range is Rs. 5,849,589 per annum, as per the current FSN Compensation Plan.

BRIEF DESCRIPTION OF DUTIES: The Project Management Specialist - Economic Growth and Agriculture (EGA), serves as a senior specialist with responsibility for coordinating and monitoring USAID/Pakistan economic growth and agriculture programs in the Federally Administered Tribal Areas (FATA) as well as the province of KP. The incumbent will play a lead role in ensuring that USAID's EGA programs respond to local needs and realities, reflect international technical standards and best practice, and support USAID's overall objectives in Pakistan. The incumbent works from the USAID FATA/KP Office in Islamabad under the general supervision of the Deputy Director for FATA and KP, and receives general project management guidance and day-to-day supervision from the Economic Growth and Agriculture Advisor. The incumbent advises USAID mission management on economic development issues in the FATA/KP, including a wide range of economic, commercial agriculture, private sector development, trade, minerals, energy, and business enabling environmental reforms issues, and their implications for USAID programs. The incumbent is responsible for monitoring and evaluation of all EGA activities including FATA/KP Office programs as well as other programs supporting EGA development in FATA/KP that are administered through USAID/Pakistan in Islamabad. The incumbent maintains senior-level contacts on behalf of mission management in FATA/KP, including the relevant departments of the GOKP, FATA Secretariat, FATA Development Authority, political agents, tribal leaders, chamber of commerce, business associations, the donor community, civil society organizations, and other stakeholders. The Specialist informs USAID/Washington on EGA efforts in FATA-KP, and contributes to mission strategy statements and quarterly and annual reports.

QUALIFICATION REQUIRED:

EDUCATION: University Degree (a minimum of 16 years of education) in economics, development studies, business administration with economics as major, social development, or agricultural economics, is required.

EXPERIENCE: A minimum of seven years of progressively responsible experience at mid-to-senior professional or management levels in Government, NGOs, the private sector, or with another international or donor organization is required. This experience should include mid-to-senior level experience in policy and strategy development, and in program design for multi-sector development programs.

LANGUAGE: Level IV (fluent) Reading/Writing/Speaking of English and Urdu is required. Language skills may be tested during the recruitment process.

KNOWLEDGE: An in-depth knowledge of a broad range of Economic Growth and Agriculture (EGA) issues, with emphasis on agriculture particularly strong understanding of agriculture value chains, agribusiness and private sector led agriculture development, small- and medium-enterprise development, minerals, energy and trade is essential. Knowledge of the specific EGA issues in the FATA/KP, and in Pakistan generally, including macroeconomic as well as private-sector and agriculture-related areas is highly required. Knowledge of the strategies, programs, and working methodologies of other donor agencies (both bi- and multi-lateral) in the EGA sectors in the FATA and KP is required. May have some knowledge of the structure and workings of the US Government in Pakistan, including the key agencies

represented at post (State, USAID, and Public Diplomacy etc.). A thorough knowledge of issues related to overall development in the FATA/KP and its strengths and vulnerabilities is required.

ABILITIES & SKILLS: Work requires highly developed technical abilities and capabilities in development economics, small- and medium-enterprises development, agriculture, and in the private sector. The ability to advise mission senior staff on FATA-KP developments and issues across a wide range of EGA and economic-related topics (such as policy and regulatory issues hindering private sector investments in potential sectors; an appropriate regulatory environment for finance and private/business sectors; key barriers to expansion of small and medium enterprises, constraints to private-sector led agriculture development and trade, and their implications for programs. A developed capability in program design, budgeting, implementation, monitoring, and evaluation are essential. The ability to conceptualize and articulate EGA strategies, design EGA programs, and organize, analyze, and interpret EGA sectors data. The ability to effectively communicate complicated policy, strategy, and program issues, orally and in writing. The ability to write complex papers and other documents in a clear, concise, and well-organized manner is required. Excellent interpersonal, coordination, and bureaucratic skills, and the ability to successfully coordinate with all levels of personnel are required in order to advance program interests. Must be able to handle sensitive issues diplomatically, represent authoritatively, and use good judgment in speaking on behalf of the organization in high-level meetings with host-government personnel, IPs, NGOs, and other donors and in conferences, seminars, and workshops. Must possess strong organizational management skills.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply within **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job related training are not eligible to apply in another section/agency within **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission Pakistan and, if so, in which section they are employed.
8. U.S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employment clearances (if selected) or relocation for joining.
9. Please note that for In-House Candidates, employee's transfer or promotion whichever is applicable will be processed according to respective clauses of 3 FAM regulations.

TO APPLY:

Interested applicants must submit their duly completed [DS-174](#) (Application for Employment as LE Staff). Applications should be forwarded on the following email/ mailing address. Applicants should clearly mark the position title and/or vacancy announcement number they are applying for on the envelope. Applications can also be submitted by email at FSNIslamabad@usaid.gov. While submitting through email, the Vacancy Announcement Number must be mentioned in the subject line.

**Human Resources Unit, Office of Executive Management, USAID/Pakistan
U.S. Embassy, Diplomatic Enclave, Islamabad**

Applications received after the closing date and incomplete applications will not be considered. Applications not submitted on the prescribed application form and on the given email/ mailing address will not be considered. Only short listed candidates will be contacted for their test/interview. To see all advertised positions, please visit Embassy website http://islamabad.usembassy.gov/employment_opportunities.html.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFMs (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: July 31, 2014

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.